

THE VILLAGE OF RUIDOSO HAS AN OPENING FOR FULL TIME PRV TECHNICIAN

Reports To: Chief Plant Operator

Definition: Under general supervision, performs a variety of skilled to semi-skilled duties in the repair, maintenance, and operation of pressure reduction valves, booster pump stations, and wells in the water distribution system. Under close supervision, assists water plant operators with repair, maintenance, and operation of two surface water treatment plants. Non-exempt FLSA.

Essential Functions: Essential functions, as defined under the Americans with Disabilities Act, may include the following tasks, knowledge, skills, and other characteristics. This list of tasks is ILLUSTRATIVE ONLY, and is not a comprehensive listing of all functions and tasks performed by positions in this class.

Tasks: Primary duty is to independently carry out work assignments relating to the operation maintenance, repair, and servicing of pressure reduction valves and water booster pump stations. Secondary duties include checking water levels at water storage tanks, inspecting water wells to see if they are in operation, recording meter reading of wells and pipelines. Assists plant operators with routine maintenance to include flushing of water filters, and changing chlorine cylinders.

Performs preventive maintenance and repairs on motors, generators, and pumps. Operates a variety of hand tools, electrical testing and small to large power equipment. Assists water plant operators with sampling and testing water and performs janitorial duties in plants wells and booster stations. Participates in work zone safety procedures. Flags on coming vehicles to protect the public and workers; sets up warning signs and signalization equipment. Checks security of fences and gates; cutting grass and weeds around facilities. Responsible for maintenance of assigned vehicle.

Assists with repairing and maintaining the water distribution equipment and system. Shares on-call responsibilities for after-hours problems. Keeps logs of activities and writes work orders for problems. Operates the motor boat to add chemicals to reservoir. Must be physical fit to move heavy equipment, valves, pumps, and motors, chemical bags and 500 to 750 pound drums of water treatment chemicals.

Performs other related duties as needed or assigned.

Work Conditions: Routinely works outside, oftentimes in adverse weather. Works irregular hours, weekends, and holidays.

Knowledge, Skills, and Other Characteristics:

- Knowledge of the policies, goals, and procedures of the Village of Ruidoso Water/Wastewater Department.
- Skill in the maintenance of pressure reducing valves in the field or shop by disassembling and replacing same, orders parts, maintains and cleans tools, equipment and work area.
- Skill in filling out reports and maintains logs on services performed. Makes note of specific problem areas and informs supervisors.
- Knowledge of the principles, methods, materials and tools employed in the repair and maintenance of pumps, motors, generators and related equipment.
- Knowledge of plumbing and electrical principles.
- Knowledge of Water/Wastewater Department safety policies and practices.
- Knowledge of preventive maintenance and inspection methods.
- Skill in the use of pipe threading machine, pipe cutting saw, welder, cutting torch.
- Skill in reading gauges and meters to determine flows, volumes, and pressures.
- Skill in troubleshooting and repairing water/wastewater equipment's electrical and mechanical systems, including reading and following repair manuals.
- Skill in reading and understanding water/wastewater system maps and blue prints.
- Skill in understanding and following regulations, guidelines, instructions, and procedures.
- Skill in communicating in person and in writing and using two-way radios.
- Skill in establishing and maintaining routine working relationships with citizens, and employees.

Other Qualifications: New Mexico Water Level II Certification, valid New Mexico Driver's, and two years experience in maintenance and repair of mechanical systems for the distribution and storage of water.

SALARY RANGE IS \$ 10.62 HOURLY. SUBMIT APPLICATION TO THE HUMAN RESOURCE DEPARTMENT OF THE VILLAGE OF RUIDOSO, 313 CREE MEADOWS DR., RUIDOSO NM 88345. APPLICATIONS WILL BE ACCEPTED UNTIL POSITION IS FILLED. ALL PERSONS OFFERED ANY JOB WITH THE VILLAGE OF RUIDOSO SHALL BE DRUG/ALCOHOL SCREENED. REFUSAL TO SUBMIT TO A DRUG/ALCOHOL SCREEN WILL BE DEEMED AS A WITHDRAWAL OF APPLICATION BY THE APPLICANT.

FOR DEPARTMENTS USE ONLY:
DEPARTMENTS PLEASE FILL OUT THIS SECTION !!!!

DATE & TIME POSTED 07/25/06 8:30 A.M. INITIAL _____.

DATE & TIME REMOVED WHEN FILLED INITIAL _____.